

AT A REGULAR MEETING OF THE BOARD OF SUPERVISORS OF THE COUNTY OF MONTGOMERY, VIRGINIA HELD ON THE 11TH DAY OF AUGUST, 2014 AT 6:00 P.M. IN THE BOARD CHAMBERS, MONTGOMERY COUNTY GOVERNMENT CENTER, 755 ROANOKE STREET, CHRISTIANSBURG, VIRGINIA:

PRESENT:	William H. Brown	-Chair
	Mary W. Biggs	-Vice Chair
	Gary D. Creed	-Supervisors
	Annette S. Perkins	
	Matthew R. Gabriele	
	M. Todd King	
	Christopher A. Tuck	
	F. Craig Meadows	-County Administrator
	L. Carol Edmonds	-Deputy County Administrator
	Martin M. McMahon	-County Attorney
	Angie Hill	-Director of Financial and Management Services
	Brain Hamilton	-Director of Economic Development
	Karen Edmonds	-Director of Human Resources
	Mitchell Haugh	-Director of Parks and Recreation
	Vickie Swinney	-Secretary, Board of Supervisors

CALL TO ORDER

The Chair called the meeting to order.

ADD TO CLOSED MEETING

It was the consensus of the Board of Supervisors, that the following item be added to the agenda under Closed Meeting:

Section 2.2-3711 (5) Discussion of Prospective Business or Industry or the Expansion of an Existing Business or Industry Where No Previous Announcement Has Been Made of the Business or Industry's Interest in Locating or Expanding Its Facilities in the Community

2. 2014-010

INTO CLOSED MEETING

On a motion by Matthew R. Gabriele, seconded by Mary W. Biggs and carried unanimously,

BE IT RESOLVED, The Board of Supervisors hereby enters into Closed Meeting for the purpose of discussing the following:

- Section 2.2-3711
- (5) Discussion Concerning a Prospective Business or Industry or the Expansion of an Existing Business or Industry Where No Previous Announcement Has Been Made of the Business or Industry's Interest in Locating or Expanding Its Facilities in the Community.
 - 1. 2014-018
 - 2. 2014-010
 - (3) Discussion or Consideration of the Acquisition of Real Property for Public Purpose, or of the Disposition of Publicly Held Real Property, Where Discussion in an Open Meeting Would Adversely Affect the Bargaining Position or Negotiating Strategy of the Public Body
 - 1. Old Shawsville Elementary School Property
 - (7) Consultation with Legal Counsel and Briefings from Staff Members or Consultants Pertaining to Actual or Probable Litigation, Where Such Consultation or Briefing in Open Meeting Would Adversely Affect the Negotiating or Litigating Posture of the Public Body; and Consultation with Legal Counsel Employed or Retained by a Public Body Regarding Specific Legal Matters Requiring Provision of Legal Advice by Such Counsel
 - 1. Old Sourwood Road
 - (1) Discussion, Consideration or Interviews of Prospective Candidates for Employment; Assignment, Appointment, Promotion, Performance, Demotion, Salaries, Disciplining or Resignation of Specific Officers, Appointees or Employees of Any Public Body
 - 1. Adjustment and Appeals Board
 - 2. Board of Equalization
 - 3. Community Services Board

The vote on the foregoing motion was as follows:

AYE

Matthew R. Gabriele
Mary W. Biggs
Gary D. Creed
Annette S. Perkins
M. Todd King
Christopher A. Tuck
William H. Brown

NAY

None

OUT OF CLOSED MEETING

On a motion by Christopher A. Tuck, seconded by Mary W. Biggs and carried unanimously,

BE IT RESOLVED, The Board of Supervisors ends their Closed Meeting to return to Regular Session.

The vote on the foregoing motion was as follows:

AYE

Christopher A. Tuck
Mary W. Biggs
M. Todd King
Annette S. Perkins
Gary D. Creed
Matthew R. Gabriele
William H. Brown

NAY

None

CERTIFICATION OF CLOSED MEETING

On a motion by Mary W. Biggs, seconded by M. Todd King and carried unanimously,

WHEREAS, The Board of Supervisors of Montgomery County has convened a Closed Meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3711 of the Code of Virginia requires a certification by the Board that such Closed Meeting was conducted in conformity with Virginia law.

NOW, THEREFORE, BE IT RESOLVED, That the Board of Supervisors of Montgomery County, Virginia hereby certifies that to the best of each member's knowledge (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion conveying the closed meeting were heard, discussed, or considered by the Board.

The vote on the foregoing resolution was as follows:

AYES

Mary W. Biggs
M. Todd King
Gary D. Creed
Annette S. Perkins
Christopher A. Tuck
Matthew R. Gabriele
William H. Brown

NAYS

None

ABSENT DURING VOTE

None

ABSENT DURING MEETING

None

INVOCATION

A moment of silence was led by the Chair.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

DELEGATIONS

New River Health District-Virginia Department of Health

Dr. Molly O'Dell, Director of the New River Health District, reported to the Board about Lyme Disease. Of the approximately 70 different communicable diseases that require contact investigation and confirmation in the Commonwealth of Virginia, the most common disease in Montgomery County for calendar year 2013 was Lyme Disease, with 57 cases. Dr. O'Dell explained that the tick that transmits Lyme Disease is a tiny little deer tick. and the best way to avoid this disease is to prevent getting a tick bite. The way to diagnose this disease is a bull's eye rash that people get after the tick bite. Symptoms of Lyme Disease include flu-like symptoms such as headache, fever, joint aches, muscle aches, and just kind of feeling "crummy". Some people will have a swollen lymph node or a few swollen lymph nodes and some people don't. The Center for Disease Control (CDC) recommends that if you know you have had a tick bite embedded in you for more than 48-72 hours you should get treatment, before you get any symptoms.

It used to be that both Lyme Disease and Rabies struck during the summer months, but now it is the same all year round. Lyme Disease is very prevalent among animals, so veterinarians are automatically screening for Lyme Disease each year when you bring your pet in. There is a vaccine the veterinarian can administer to your animal.

The Chair thanked Dr. O'Dell for sharing her information with the Board. Dr. O'Dell thanked the Board of Supervisors for their support.

Virginia Department of Transportation

David Clarke, VDOT's Residency Administrator, updated the Board on the following projects/roads:

-Recently completed the relocation of the park and ride lot adjoining Falling Branch Elementary School at I-81 Exit 118A, to a lot on Roanoke Street adjoining the US 460 Bypass. Although it is temporary, it will be used for a couple of years while VDoT is working on the design for a permanent lot which will be somewhat larger than the temporary lot, but in the same general location.

-Blue Springs Road (SR 613) is a revenue sharing project that is under construction. Basically the pipe has just been replaced and some ditches put in where the road will be widened slightly. VDoT expects this project to be completed within the next couple of months.

-High Rock Hill Road (SR 612) some pipe is being replaced just past the Pilot Post Office. The road won't be closed but VDoT will have to flag traffic. The work will be scheduled around the morning school buses and people going to work.

Response to previous questions from members of the Board:

-White Oak Drive (SR 1417) There was a request for a "no outlet-dead end" sign on White Oak Lane. The sign has been installed.

-Riner Road (Route 8) There was a request for pavement marking going out of Christiansburg that "lane ends". VDoT will do the pavement marking going both ways. It should be done within the next couple of weeks.

-Craig's Mountain Road (SR 674) Supervisor Creed had requested traffic count information on Craig's Mountain Road where the hard surface ends. Mr. Clarke said he would deliver the information to Supervisor Creed when they both attended the Transportation Safety Commission meeting the next day.

-Mt. Pleasant Road (SR 639) is a revenue sharing project. VDoT is preparing to get the environmental study underway, and will most likely need some construction easements.

-Fairview Church Road (SR 669) Supervisor King had asked that VDoT check the culvert at the low water bridge. Mr. Clarke said the culvert was checked out and it is in good shape.

-Forest Service Road off of US 460-Supervisor Biggs had a complaint from a citizen about the ruts and potholes on the Forest Service road and asked VDoT to find out whether VDoT owns the first section of the road. Mr. Clarke explained that VDoT has the 460 right-of-way, but the Forest Service owns the road and is responsible for maintaining it. VDoT maintains roads that are in their primary and secondary system. The Forest Service road does not have a secondary route number and it is not a part of US 460, it is a Forest Service road that happens to cross in their right-of-way.

PUBLIC ADDRESS SESSION

There being no speakers, the Public Address session was closed.

ADDENDUM-ADD TO CONSENT AGENDA

On a motion by M. Todd King, seconded by Mary W. Biggs and carried unanimously, the Addendum dated August 11, 2014 was added to the Consent Agenda, as follows:

Fire and Rescue-Recovered Costs

The vote on the foregoing motion was as follows:

AYE

M. Todd King
Mary W. Biggs
Annette S. Perkins
Gary D. Creed
Christopher A. Tuck
Matthew R. Gabriele
William H. Brown

NAY

None

CONSENT AGENDA

On a motion by Matthew R. Gabriele, seconded by Mary W. Biggs and carried unanimously, the Consent Agenda dated August 11, 2014 was approved. The vote was as follow:

AYE

Matthew R. Gabriele
Mary W. Biggs
Christopher A. Tuck
Annette S. Perkins
Gary D. Creed
M. Todd King
William H. Brown

NAY

None

Approval of Minutes

On a motion by Matthew R. Gabriele, seconded by Mary W. Biggs and carried unanimously, the Minutes dated February 10, February 24, and March 3, 2014 were approved.

Appropriations and Transfers

A-FY-15-18 EMERGENCY SERVICES COORDINATOR RADIO CACHE GRANT

On a motion by Matthew R. Gabriele, seconded by Mary W. Biggs and carried unanimously,

BE IT RESOLVED, By the Board of Supervisors of Montgomery County, Virginia that the General Fund was granted an appropriation in addition to the annual appropriation for the fiscal year ending June 30, 2015, for the function and in the amount as follows:

111	EMS Grants	\$100,000
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The source of the funds for the foregoing appropriation is as follows:

<u>Revenue Account</u>	
434401	Federal Grants
	\$100,000

Said resolution appropriates grant funds to support the Regional Radio Cache System.

A-FY-15-19
EMERGENCY SERVICES COORDINATOR
EARLY NOTIFICATION SYSTEM GRANT

On a motion by Matthew R. Gabriele, seconded by Mary W. Biggs and carried unanimously,

BE IT RESOLVED, By the Montgomery County Board of Supervisors that the General Fund was granted an appropriation in addition to the annual appropriation for the fiscal year ending June 30, 2015, for the function and in the amount as follows:

111	Emergency Services Coordinator Grants	\$25,000
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The source of the funds for the foregoing appropriation is as follows:

<u>Revenue Account</u>	
434401	Federal Grants
	\$25,000

Said resolution appropriates an Early Notification System Grant award.

A-FY-15-20
FLOYD LIBRARY
FY 14 CARRYOVER

On a motion by Matthew R. Gabriele, seconded by Mary W. Biggs and carried unanimously,

BE IT RESOLVED, By the Board of Supervisors of Montgomery County, Virginia that the General Fund was granted an appropriation in addition to the annual appropriation for the fiscal year ending June 30, 2015 for the function and in the amount as follows:

720	Floyd Library	\$15,067
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The source of the funds for the foregoing appropriation is as follows:

Revenue Account

451205 Designated Fund Balance \$15,067

Said resolution re-appropriates FY 14 Floyd Library designated funds that were not expended before year-end 2014.

**A-FY-15-21
MONTGOMERY MUSEUM AND
LYRIC THEATRE GRANT**

On a motion by Matthew R. Gabriele, seconded by Mary W. Biggs and carried unanimously

BE IT RESOLVED, By the Board of Supervisors of Montgomery County, Virginia that the General Fund was granted an appropriation in addition to the annual appropriation for the fiscal year ending June 30, 2015, for the function and in the amount as follows:

911	Montgomery Museum Grant	\$2,500
	Lyric Grant	<u>\$2,500</u>
	Total	\$5,000

The source of the funds for the foregoing appropriation is as follows:

Revenue Account:

424401	State Grants	\$5,000
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Said resolution appropriates grant funds received for the Montgomery Museum and Lyric Theatre.

**A-FY-15-22
COOPERATIVE EXTENSION
TRANSFER FROM GENERAL CONTINGENCIES**

On a motion by Matthew R. Gabriele, seconded by Mary W. Biggs and carried unanimously,

BE IT RESOLVED, By the Board of Supervisors of Montgomery County, Virginia that a transfer of appropriation is hereby authorized, as follows:

FROM:

950	General Contingencies	(\$3,311)
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TO:

910	Cooperative Extension	\$3,311
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Said resolution transfers funds from General Contingencies to the Cooperative Extension Office to cover salary increases as approved by the state.

**A-FY-15-23
FIRE AND RESCUE
RECOVERED COSTS**

On a motion by Matthew R. Gabriele, seconded by Mary W. Biggs and carried unanimously,

BE IT RESOLVED, By the Board of Supervisors of Montgomery County, Virginia that the General Fund was granted an appropriation in addition to the annual appropriation for the fiscal year ending June 30, 2015, for the function and in the amount as follows:

330	Fire and Rescue	\$14,000
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The source of the funds for the foregoing appropriation is as follows:

<u>Revenue Account</u>	
419108	Recovered Costs
	\$14,000

Said resolution appropriates recovered costs from various fire departments for the purchase of foam to be used in firefighting.

Appointments

**R-FY-15-14
MONTGOMERY TOURISM DEVELOPMENT COUNCIL
RE-APPOINT CONNIE HALE AS A
RINER RESTAURANT REPRESENTATIVE**

On a motion by Matthew R. Gabriele, seconded by Mary W. Biggs and carried unanimously,

BE IT RESOLVED, The Board of Supervisors of Montgomery County, Virginia hereby re-appoints **Connie Hale** as a Riner Restaurant Representative to the **Montgomery Tourism Development Council** effective August 28, 2014 and expiring August 27, 2016.

OLD BUSINESS

**ORD-FY-15-02
AN ORDINANCE AMENDING CHAPTER 2, ENTITLED ADMINISTRATION
OF THE CODE OF THE COUNTY OF MONTGOMERY, VIRGINIA BY
AMENDING SECTION 2-32 AND 2-33 TO ALLOW PERSONS OWNING OR
LEASING A MOTOR VEHICLE WHO PREVIOUSLY FILED A PERSONAL
PROPERTY TAX RETURN TO NOT BE REQUIRED TO FILE ANOTHER
RETURN IF NO CHANGE IN STATUS AND BY ESTABLISHING A
MONETARY CIVIL PENALTY INSTEAD OF A CRIMINAL
VIOLATION FOR FAILING TO FILE A RETURN**

On a motion by Mary W. Biggs, seconded by Matthew R. Gabriele and carried unanimously,

BE IT ORDAINED, By the Board of Supervisors of the County of Montgomery, Virginia, that Chapter 2, entitled Administration, Section 2-32 and 2-33 of the Code of the County of Montgomery, Virginia shall be amended and reordained as follows:

Sec. 2-32. Filing of personal property tax returns—Generally.

- (a) Every person in the county subject by law to tangible personal property taxation shall file a tangible personal property tax return with the commissioner of the revenue of the county on forms furnished by such office on or before May 1 of each calendar year with the exception of motor vehicles and trailers that acquired a situs within the county or are transferred to a new owner in the county after January 1, for which the deadline shall be sixty (60) days following the date of such transfer or acquisition of situs in the county. Any person failing to file such return on or before the due date shall incur a penalty thereon of five (5) percent of the tax assessable on such return or ten dollars (\$10.00), whichever is greater, which shall be added to the amount of taxes or levies due from such taxpayer and which, when collected by the treasurer, shall be accounted for in his settlements; provided, however, that the penalty shall in no case exceed the amount of tax assessable.
- (b) Notwithstanding the filing requirements described above, any person owning or leasing a motor vehicle, who has previously filed a personal property tax return with the commissioner of revenue for that vehicle, and for which vehicle there has been no change in the situs or status, shall not be required to file another personal property tax return on such vehicle, until and if such situs or status changes.

For the purpose of this section, the term "change in status" shall mean one (1) or more of the following:

- (1) A change occurs in the name or address of the person or persons, or entity, owning or leasing such tangible personal property.
- (2) A change occurs in the taxable situs of tangible personal property.
- (3) Any action which causes personal property to acquire situs in the county occurs, for which no personal property tax return has been filed by the owner.
- (4) Any change affecting the assessment or levy of the personal property tax occurs for which a tax return has been previously filed, or the use of a personal vehicle has changed to business use, thereby affecting application of the Personal Property Tax Relief Act.
- (c) The commissioner of revenue may grant extensions of time, not to exceed ninety (90) days, for filing returns on tangible personal property, machinery and tools and merchants' capital whenever good cause exists. The commissioner shall keep a record of every such extension. If any taxpayer who has been granted an extension of time for filing his return fails to file his return within the extended time, his case shall be treated the same as if no extension had been granted.
- Penalty for failure to file a return shall not be imposed if such failure was not the fault of the taxpayer. The treasurer shall make such determinations of fault relating exclusively to failure to pay a tax and the commissioner of revenue shall make such determinations relating exclusively to failure to file a return.

- (d) ~~(b)~~ All taxes or levies on tangible personal property in the county shall be due and payable during the year for which the same are assessed, and shall be paid to the treasurer of the county on or before December 5 of such year.
- (e) ~~(c)~~ All taxes or levies on real estate in the county shall be due and payable during the year for which the same are assessed, and shall be paid to the treasurer of the county in two (2) approximately equal installments as follows: one-half on or before June 5 and one-half on or before December 5 of such year.

Sec. 2-33. Failure to file; late payment; interest; etc.

A penalty is hereby imposed and shall be exacted, not exceeding ten (10) percent of the tax past due on such property, for nonpayment of taxes in time; provided, however, that in no case shall the penalty exceed the amount of tax due. The penalty for failure to pay any tax may be assessed on the day after such is due. Except as may be provided by law, no penalty shall be imposed for any assessment made later than two (2) weeks prior to the day on which the taxes are due, if such assessment is made thereafter through the fault of a local official and if such assessment is paid within two (2) weeks after the notice thereof is mailed.

Interest on delinquent taxes is hereby imposed and shall be exacted at the maximum rate authorized by state law. Interest shall commence on the first day of the month following the month in which such taxes are due to be paid.

~~Any person who intentionally fails to file the return provided for in Section 2-32 shall be deemed guilty of a class 3 misdemeanor.~~

The vote on the foregoing ordinance was as follows:

AYE

Mary W. Biggs
Matthew R. Gabriele
Annette S. Perkins
M. Todd King
Gary D. Creed
Christopher A. Tuck
William H. Brown

NAY

None

NEW BUSINESS

**A-FY-15-24
SCHOOL OPERATING FUND
FY 14 YEAR-END ENCUMBRANCE CARRYOVER**

On a motion by Matthew R. Gabriele, seconded by Mary W. Biggs and carried unanimously,

BE IT RESOLVED, By the Board of Supervisors of Montgomery County, Virginia that the General Fund is granted an appropriation in addition to the annual appropriation for the fiscal year ending June 30, 2015, for the function and in the amount as follows:

451200 Transfer to School Operating Fund \$1,234,356

The source of funds for the foregoing appropriation is as follows:

451203 Undesignated Fund Balance \$1,234,356

BE IT FURTHER RESOLVED, By the Board of Supervisors of Montgomery County, Virginia that the School Operating Fund was granted an appropriation in addition to the annual appropriation for the fiscal year ending June 30, 2015, for the function and in the amount as follows:

<u>School Operating</u>	
610000 Instruction	\$ 11,602
620000 Admin, Attend, & Health	\$ 76,500
640000 Operation and Maintenance	<u>\$1,146,254</u>
Total Funds	\$1,234,356

The source of funds for the foregoing appropriation is as follows:

Revenue Account:
451100 Transfer from General Fund \$1,234,356

Said resolution re-appropriates monies supporting the balances of outstanding purchase orders for the schools.

The vote on the foregoing resolution was as follows:

<u>AYE</u>	<u>NAY</u>
Matthew R. Gabriele	None
Mary W. Biggs	
Annette S. Perkins	
Gary D. Creed	
Christopher A. Tuck	
M. Todd King	
William H. Brown	

R-FY-15-15
RESOLUTION ESTABLISHING A WRITTEN POLICY
FOR PARTICIPATION IN BOARD OF SUPERVISORS MEETINGS
THROUGH ELECTRIC COMMUNICATION FROM A REMOTE LOCATION

On a motion by Matthew R. Gabriele, seconded by Mary W. Biggs and carried unanimously,

WHEREAS, Section 2.2-3708.1 of the Code of Virginia, 1950, as amended, permits members of the Board of Supervisors to participate in a meeting of the Board through electronic communication means from a remote location in certain situations; and

WHEREAS, The Board of Supervisors must first adopt a written policy allowing for and governing the participation of its members in a meeting of the Board through electronic means from a remote location.

NOW, THEREFORE, BE IT RESOLVED, By the Board of Supervisors of the County of Montgomery, Virginia, that the Board of Supervisors hereby adopts the following policy to govern when Board of Supervisor members may electronically participate in a Board of Supervisors meeting remotely:

1. On or before the day of a Board of Supervisors meeting the requesting Member shall notify the Chair or the Vice-Chair, if the Chair is out of town, that the Member would like to participate remotely because the Member is unable to attend the meeting due to an emergency, a personal matter, or due to a temporary or permanent disability or other medical condition that prevents the Member's physical attendance. The Member must identify with specificity the nature of the emergency, personal matter or disability.
2. A quorum of the Board of Supervisors must be physically assembled at the primary or central meeting location. The Board of Supervisors members present must vote to agree to the participation. The decision shall be based solely on the criteria in this policy without any regard to the identity of the Member requesting participation or matters that will be considered or voted on during the meeting. The Clerk shall record in the Board of Supervisors minutes the vote of the Board and the specific nature of the emergency, personal matter or disability and the remote location from which the absent Member participated. If the absent Member's remote participation is disapproved by a majority of the Board because such participation would violate this policy, such disapproval shall be recorded in the Board's minutes.
3. Member participation in Board of Supervisors meetings through electronic communication from a remote location shall be limited in each calendar year to two (2) meetings.
4. Member participation remotely shall only be permitted if the Board of Supervisors is able to arrange for the voice of the remote participating Board Member to be heard by all persons in attendance at the primary or central meeting location.

The vote on the foregoing resolution was as follows:

AYE

Matthew R. Gabriele
Mary W. Biggs
M. Todd King
Christopher A. Tuck
Gary D. Creed
Annette S. Perkins
William H. Brown

NAY

None

INTO WORK SESSION

On a motion by Mary W. Biggs, seconded by M. Todd King and carried unanimously,

BE IT RESOLVED, The Board of Supervisors hereby enters into Work Session for the purpose of discussing the following:

1. Maternity/Paternity Benefits
2. Sponsorship Policy

The vote on the foregoing motion was as follows:

AYE

Mary W. Biggs
M. Todd King
Gary D. Creed
Annette S. Perkins
Christopher A. Tuck
Matthew R. Gabriele
William H. Brown

NAY

None

Maternity/Paternity (Parental) Paid Leave-Discussion

The Deputy County Administrator provided the following information:



Program Design

- Family Medical Leave Act (FMLA) and the proposed Federal Employees Paid Parental Leave Act were the basis for the program design.
- For comparison purposes, an inquiry was sent through the Virginia Institute of Government to all Virginia localities to identify any local government offering this paid benefit; however, none were identified.

Program Design

- 4 weeks of paid parental leave as part of FMLA. Parental leave is defined as maternity/paternity leave only.
- Employee must have worked one year to be eligible for FMLA and at least 1250 hours in the previous 12 months.
- Both married and unmarried employees would receive the benefit. (FMLA)
- Employees adopting children would receive the benefit. (FMLA)
- Female employees in the Hybrid VRS status would file for short-term disability which would cover 60% and this benefit would pay the remaining 40% of the four week period.
- If an employee elects to return to work before the end of the four week period, the leave benefit is terminated.

Program Design

- Employee will accrue annual, sick or PTO leave while on Parental Leave. (FMLA)
- Employee would be entitled to any merit and/or salary increases awarded while the employee is on Parental Leave. (FMLA)
- County spouses would share the 4 weeks of paid leave (4 weeks of paid leave would not be provided to each employee). (FMLA)
- The frequency of use of this Paid Parental Leave will follow FMLA regulations.
- Employees working second jobs would follow the current County rule that requires the employee be working the second job before the parental leave is taken and can continue that job but not add additional hours.

Leave Benefits

The current leave benefit package compared to the proposed increase in leave is presented below for an employee with 12 months of service:

Current leave			Proposed leave		
Year 2	Law Enforcement	Hybrid	Year 2	Law Enforcement	Hybrid
Annual	96		Annual	96	
Sick-	120		Sick	120	
PTO*		144	PTO		144
Holidays	96	96	Holidays	96	96
Parental			Parental	160	160
Total	312	240	Total	472	400
% of FTE	15%	12%		23%	19%

Notes: Does not include leave that is transferred into the accounts from other employment

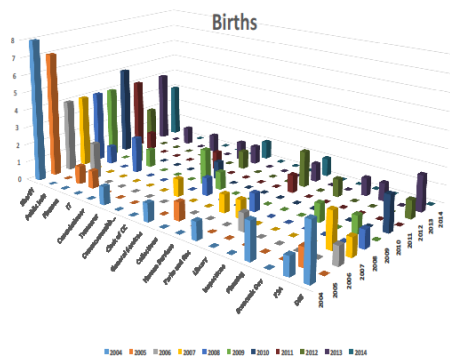
*PTO is unrestricted and can be used the same as annual leave. Sick leave is restricted use.

Hybrid employees with PTO also have short term disability benefits.

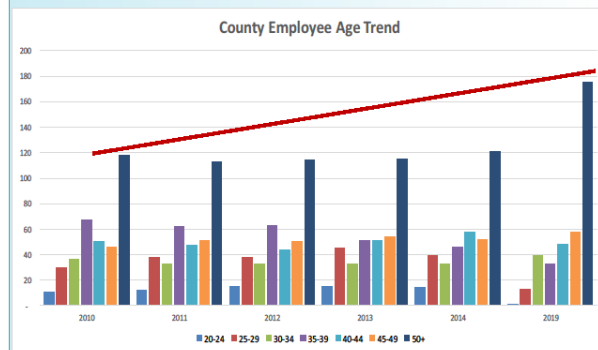
Methodology

- Collected data on number of births among County employees over the past 10 years. (Only able to identify the births of those employees who have County health insurance which could understated the number.)
- Collected data on employees by age group for the past five years and estimated five years in the future.
- Identified the factors for use in the cost analysis.

Birth History



Employee Age Groups



Fiscal Impact Analysis

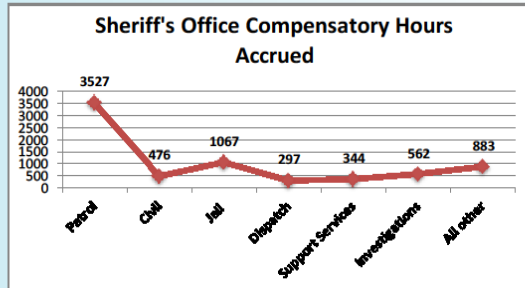
- Of the birth data collected, the average births per year can be estimated at 10.
- 60% of the births are among employees of the Sheriff's Office.
- Approximately 44% of the employees in the age group of 34 and under are in the Sheriff's Office.
- Median and mean hourly rates were compared for the Sheriff's Office and all other County departments. Both rates were similar and the lower rate was used.

Fiscal Impact Analysis

- Factors used:
 - Paid Parental Leave benefit at 160 hours
 - 10 births per year, 6 in the Sheriff's Office
 - Hourly rates: Sheriff's office =\$20.81
Other =\$19.66
 - Compensatory time calculated at time and a half for only the Sheriff's Office.

Other Fiscal Impact Issues

Sheriff's Office employees have currently accrued compensatory time hours totaling over 7,100. The payout amount for these hours is estimated at \$160,000. For law enforcement, Federal law requires that hours accrued above 480 be paid.



Other Fiscal Impact Issues

- Employees who accrue leave hours above the maximum balances, lose hours at December 31 of each year.
- At December 31, 2013, employees lost 1,583 hours of annual leave and 4,565 hours of sick leave.
- The Sheriff's Office represents a large percentage of the hours lost:

Leave Hours Lost			
	Sheriff	Total	%
2010	3006	5561	54%
2011	3953	6697	59%
2012	3220	6128	53%
2013	2795	6148	45%

Conclusions

- Based on analysis of the current data available, a paid Parental Leave Benefit of 4 weeks may be estimated to cost approximately \$72,000 annually. This amount will increase if additional sick and annual leave is also taken.
- The most significant cost impact of this benefit would be on the Sheriff's Office since compensatory time hours accrue at time and one half for the additional hours needed to cover the workload. The estimated cost for this office only is over \$56,000.

Conclusions

- In the Sheriff Office, if 3 weeks of accrued leave is taken in addition to the 4 weeks paid benefit, then the costs of compensatory time at time and one half to cover the workload would then increase costs.
- With the compensatory time accruals in the Sheriff's Office totaling more than 7,000 hours with a liability in excess of \$160,000, the increase in the compensatory leave balances may be expected to necessitate a cash payout of these some of these balances.

Supervisor Gabriele suggested that the draft benefit plan have 6 weeks instead of 4 weeks of paid parental leave, and that each county spouse would not have to share parental leave, that they have their own individual leave. He also asked that a survey be conducted among county employees to determine if parental leave is a benefit they would like to see adopted. He suggested using either Virginia Tech or Radford University to draft the list of survey questions, and bring them to the Board for review and make any revisions if necessary, prior to sending the survey out to the employees.

Other issues raised included:

- If county employees received this benefit will the school employees be offered the same benefit?
- Concern that parental leave only will benefit a certain group of employees
- What about elderly care? Employees that may need to take care of elderly parents

Sponsorship Policy

The County Administrator explained that this was brought up as a result of a telephone call he received from the Christiansburg Police Chief, not in his role as a police chief, but as his role of a parent to a child who is on the Christiansburg Ozone Softball Team which has been invited to the world series down in South Carolina after winning the state championship. Mr. Sisson wanted to know if the Board would consider contributing funds to the Christiansburg Ozone Softball Team to

help pay expenses for their travel to South Carolina to participate in the world series championship games. They actually traveled last week, so if the Board wishes to consider an appropriation, it could be given to the team to be dispersed to the parents as reimbursement for their expenses related to the trip.

The Board of Supervisors adopted a Sponsorship Policy on August 27, 2007 to address requests for corporate sponsorship to participate in national championship events. The policy sets \$100 sponsorships for individuals and \$500 for teams to help defray the expense of participating in a national championship and representing the community at the national level. However, since the policy was adopted, the Board has:

- Appropriated \$1,000 to the Blacksburg Dixie League All-Stars to help cover travel expenses to the Dixie League World Championship in North Carolina in 2011;
- Appropriated \$1,500 to the Montgomery County Dixie Angels Youth Softball Team traveling to the Dixie Angels X-Play World Series held in Troy, Alabama in 2012;
- Appropriated \$1,500 to Montgomery County Dixie Ponytails Youth Softball Team traveling to the Dixie Ponytails X-Play World Series held in Louisiana in 2014.

The County Administrator pointed out that each appropriation that was made after the policy was adopted was for a larger amount than the policy had established, and suggested that the sponsorship policy needs to be re-visited. By consensus, members of the Board agreed that the sponsorship policy needs to be re-visited.

OUT OF WORK SESSION

On a motion by Christopher A. Tuck, seconded by Mary W. Biggs and carried unanimously,

BE IT RESOLVED, The Board of Supervisors ends their Work Session to return to Regular Session. The vote on the foregoing motion was as follows:

<u>AYE</u>	<u>NAY</u>
Christopher A. Tuck	None
Mary W. Biggs	
Annette A. Perkins	
Gary D. Creed	
Matthew R. Gabriele	
M. Todd King	
William H. Brown	

Resolution to Approve Contribution of \$1,000 to the Christiansburg Ozone All Stars for Their Travel to Lexington, South Carolina to Participate in the Dixie Youth World Series

On a motion by M. Todd King, seconded by Mary W. Biggs and carried unanimously, the Board approved a \$1,000 contribution to the Christiansburg Ozone All Stars for their travel to Lexington, South Carolina to participate in the Dixie Youth World Series. The funds will be paid

to the team, for disbursement to the parents as reimbursement for expenses incurred in traveling to the World Series Championship games.

COUNTY ADMINISTRATOR'S REPORT

Passenger Rail Service to the New River Valley The County Administrator attended a meeting at Virginia Tech regarding passenger rail service to the New River Valley. The meeting was attended by representatives from Senator Warner and Senator Kaine's office, Morgan Griffith, the Department of Rail and Public Transportation (DRPT), and others. We are moving forward with a study that will be conducted by the University of Virginia (UVA) concerning the feasibility for ridership from the New River Valley. If the study proves to be positive, and the County Administrator believes it will, then the next step is to begin working with the DRPT on a more detailed setting to determine exactly what rail improvements would be needed between Roanoke and the New River Valley for that service.

Dixie League World Series Montgomery County's Dixie Ponytails Youth Softball Team went to Louisiana last week to participate in the world series and made it all the way to the final game, before losing to Louisiana. That makes two times in three years that we have participated in the world series, which is quite an achievement.

5-Year Anniversary The County Administrator reported that August 1st was his 5-year anniversary with Montgomery County.

BOARD MEMBERS' REPORTS

Supervisor Gabriele attended the Montgomery Regional Economic Development Commission (EDC) meeting and the Montgomery Tourism Development Council (MTDC) meeting. There are lots of interesting things going on with tourism, including the branding initiative for tourism for the County. We will be hearing more about that very soon.

Supervisor King said he did not have a report, but wanted to express his appreciation to Board members for helping him with Old Sourwood Road. The citizens who live on Old Sourwood Road also appreciated their help.

Supervisor Perkins attended the New River Valley MPO meeting on Thursday. The County Administrator was re-elected Chair of the MPO; Ann McClune from Blacksburg was elected Secretary, and the MPO's Executive Director was re-appointed.

Supervisor Perkins expects the next Roanoke Valley Area MPO meeting to be interesting- a report will be given on the study that is being done about the economic feasibility of the proposed intermodal facility.

Supervisor Perkins also attended the annual meeting of the Virginia Tech/Montgomery Regional Airport Authority. Things are moving along swiftly for the Southgate Interchange, as well as moving the Huckleberry Trail, and then the extension of the airport. Virginia Tech will move all of the dairy barns and the production of everything that goes on there right now into Whitethorne by next summer. This is a very complicated procedure, but things have come together very well and we should be able to see the results by 2018.

Supervisor Biggs asked the County Administrator to contact the Forest Service to see if they have plans to maintain the section of road in VDoT's right-of-way. According to David Clarke, although VDoT owns the right-of-way it is still the responsibility of the Forest Service to maintain the road.

Supervisor Biggs attended the Eggs and Issues Chamber of Commerce breakfast on Thursday. School Superintendent Brenda Blackburn was the featured speaker, talking about the school system's new motto which is "*engage, encourage, and empower*". That means engage, encourage and empower our students. At the September Eggs & Issues meeting, the County Administrator will be the guest speaker. If any Board members are interested in attending, the meeting is at 7:30 a.m. at the Holiday Inn. The County Administrator said his topic will be "What's going on in Montgomery County".

ADJOURNMENT

The Chair declared the meeting adjourned to August 25, 2014.

The meeting adjourned at 9:12 p.m.

APPROVE: _____

William H. Brown
Chair

ATTEST: _____

F. Craig Meadows
County Administrator